

# Wisconsin Deer Donation 2005

## ***An Information Packet for:***

### **Venison Processors who would like to participate in Wisconsin Deer Donation 2005**

This packet contains the following items which explain how Wisconsin Deer Donation 2005 works, and what you'll need to do to participate:

#### **Initial agreement to participate**

1. General information about Wisconsin Deer Donation 2005—which counties can participate & how the program works.
2. "Outline of what you'll need to do to participate in Wisconsin Deer Donation 2005"—this sheet has all the details you'll need, and is your step-by-step guide to participating in the program.
3. Information on how to acquire a license for your facility from DATCP, if your processing facility is not already licensed by either USDA or DATCP.
4. "Wisconsin Deer Donation 2005 Venison Processing Facility Agreement" outlining the terms of your participation in Wisconsin Deer Donation 2005.

#### **Accepting donations**

5. Outline of what hunters need to do to donate deer, included in #2 above.
6. 5 Blank "Hunter Deer Donation Log Sheets" to record each deer that hunters donate.

#### **Processing the donated venison**

7. Packaging, labeling and handling requirements for the donated venison, included in #2 above.
8. Person to contact to pick up the processed venison (this name will be listed on your agreement).
9. 3 Blank "Distribution of Venison to Charitable Organization Log Sheets" for food pantry representatives to sign to record the number of pounds of processed venison they pick up from your business.

#### **The financial end of things**

10. Explanation of when and how you will receive payment for processing fees, included in #2 above.
11. 3 Blank "Invoices for Venison Processing Fees" for you to fill out and submit to the organization listed on the bottom of the invoice.
12. Example "Invoice for Venison Processing Fees" to help you in filling out your invoices.
13. Blank form for keeping track of your donations, invoices and payments throughout the year.

#### **Reporting Requirements**

14. Schedule of phone surveys to tally numbers of donated deer at 3 times during the season, included in #2 above.

#### **And other helpful information . . .**

15. A list of people to call when you have questions.

We hope that the information contained in this packet will help to answer many of your questions. If at any time you have questions, feel free to call us, the WDNR Wildlife Damage Abatement and Claims Program - Laurie Fike at 608-267-7974 or Bryan Woodbury at 608-266-2151 and we'll try to help you out!

# Wisconsin Deer Donation 2005

## WHICH COUNTIES CAN PARTICIPATE & WHO ORGANIZES IT?

### When did it start, and who can participate?

State statute 29.89 was passed in the summer of 2000, for the first time authorizing the use of Wildlife Damage Abatement and Claims Program (WDACP) funds to fund processing of venison for donation to food pantries. Three conditions must be met before venison processing can be funded in any given year:

1. **The WDACP must have adequate funds to fund administration, abatement, and claims costs for the county WDACP before funds can be allotted to venison processing.** Funding for the WDACP comes from a \$2 surcharge on hunting licenses and from bonus deer permit revenues. Large numbers of bonus permits sold in recent years allowed us to fund the Wisconsin Deer Donation Program. The decision to fund the program or not is made each spring, based on available funds and predicted future expenses. *Funding for Wisconsin Deer Donation could reduce funding available for WDACP administration, abatement, and claims costs in future years.*
2. **The county must be enrolled in the WDACP.** The WDACP is a program that assists farmers when wildlife damage their agricultural crops. The WDACP provides both damage prevention assistance and partial compensation to farmers when wild deer, bear, geese and turkey damage their crops. Deer damage accounts for over 95% of program expenditures. Currently 70 of 72 counties in Wisconsin are enrolled in the WDACP (Kenosha and Menominee counties are not enrolled). All counties that are enrolled in the WDACP are eligible to participate in Wisconsin Deer Donation 2005.
3. **The deer processed must have been taken outside of the Chronic Wasting Disease Eradication Zone.** Only deer registered with a silver metal tag signifying the deer was taken outside of the CWD Eradication Zone are eligible for donation to Wisconsin Deer Donation 2005. The Department of Natural Resources (DNR) initiated another deer donation program for deer harvested in the CWD Disease Eradication Zone. The DNR has contracted with local processors to collect DEZ harvest deer (registered with a red metal tag). Once the deer has tested negative for CWD the deer will be processed into ground venison and donated to local food pantries. This program is not administered or funded by the WDACP.

**Last year**, hunters donated 10,938 deer, and processors processed approximately 500,000 pounds of venison! Food pantries then distributed this venison to thousands of needy people around the state!

### How does it work—i.e. who runs it?

Because the program is funded through the WDACP, it is organized and implemented in a similar fashion as the WDACP. That is, each county has local control & the authority to determine how to run the program in their county. Last year, several counties in the northeast area of the state opted to work closely with an existing non-profit organization, Hunt for the Hungry (headed by Lee Dudek) to implement Wisconsin Deer Donation 2003. We are strongly encouraging that again in 2005—in many cases Lee will be the 'point person' that you can call whenever you have a question.

Other counties established new programs independently last year, and will likely do so in 2005. In these counties, your 'point person' will likely be with the county Land and Water Conservation Department in that county.

47 counties contract WDACP program services to USDA-Wildlife Services, and in these counties USDA-Wildlife Services either worked with Hunt for the Hungry or established a new program independently last year. We expect a similar situation in 2005. In these cases, your 'point person' will be listed on your agreement, so you'll know exactly who to call when you have questions about any aspect of the program.

The last organization involved is the state Wildlife Damage Abatement and Claims Program office in the Wisconsin DNR in Madison. This office oversees the WDACP and Wisconsin Deer Donation program throughout the state. If you need assistance please call Laurie Fike at 608-267-7974 or Bryan Woodbury at 608-266-2151.

# Wisconsin Deer Donation 2005

## A QUICK SUMMARY OF HOW THE PROGRAM WORKS

### Wisconsin Deer Donation 2005 at a glance

The Wisconsin Deer Donation program is designed to use existing Wildlife Damage Abatement & Claims Program (WDACP) funds to pay for processing of deer harvested and donated by hunters in Wisconsin. The venison is then processed and distributed (free of charge) to needy people across the state of Wisconsin. The program allows hunters to shoot extra deer, removes the financial costs to the hunter and the venison is not wasted but is distributed to needy families throughout Wisconsin. The intent of the program is to reduce the deer herd and hopefully to reduce agricultural damage in the future. Through the program, needy families receive high quality nutritious meat, and hunters help manage Wisconsin's deer herd by harvesting additional deer and donating those deer to a worthwhile cause. **In short, everyone involved benefits!**

### A quick summary of how the program works

**Counties:** Counties (or their agents—USDA-Wildlife Services or a non-profit organization) are responsible for setting up the program, organizing venison processors and food pantries in their county to accept, process, and distribute the ground venison, advertising, and paying the bills. They'll be the ones you sign an agreement to participate with, and they're the best ones to ask when you have questions.

**Hunters:** Hunters need only do six simple things to participate in Wisconsin Deer Donation 2005:

1. Legally harvest a deer outside the Chronic Wasting Disease Eradication Zone during any hunting season.
2. Field dress the deer.
3. Register the deer at a Wisconsin DNR registration station.
4. Call a participating processor to verify that the processor has space to accept the hunter's deer.
5. Drop the deer off at the participating processor, during regular business hours, by December 31<sup>st</sup>.
6. Sign a simple log-in sheet at the processor to verify their donation. Hunters must donate the entire deer to receive the processing costs for free. The head and antlers may be removed for mounting.

The participating meat processors and food pantries take it from there, processing the donated venison and distributing it to needy people across the state.

**Processors:** (A summary of your role—you'll find all the details on the next sheet.) Processors must sign an agreement to participate in Wisconsin Deer Donation 2005 with a county WDACP representative, and agree to follow all of the terms of that agreement. The processor must have or acquire a license for their processing facility from the US Department of Agriculture or the Wisconsin Department of Agriculture, Trade, and Consumer Protection. The participating processor accepts donations, and verifies that hunters log their deer in on the 'Hunter Deer Donation Log Sheets.' The processor then grinds, packages and freezes the donated meat. When the processor collects a sizable amount of venison (or runs out of space!), the processor calls the contact person indicated on their agreement to pick up the ground venison. One of the participating charitable organization representatives picks up the meat within 48 hours, signs the processor's log and distributes it to the food pantries.

**Food pantries:** Food pantries or charitable organizations with adequate facilities to store and distribute ground venison can participate in Wisconsin Deer Donation 2005 by contacting the county WDACP representative. The county's representative will go over the rules of the program, and let the pantry know which processors they will be responsible for picking meat up from. The pantry then is responsible for picking up the ground venison from the processor(s) within 48 hours of notification by the processor, and distributing the frozen ground venison, at no charge, to needy individuals in the area.

# Wisconsin Deer Donation 2005

## THE DETAILS: WHAT PROCESSORS NEED TO DO TO PARTICIPATE

Meat processors in Wisconsin can participate in Wisconsin Deer Donation 2005 by taking the following steps:

### Getting started

1. Have or acquire a license for your processing facility from the U.S. Department of Agriculture or the Wisconsin Department of Agriculture, Trade, and Consumer Protection. You will not be able to participate in 2005 until you acquire this license. *A sheet with information on how to acquire a license from WDA TCP is enclosed.*
2. Sign an agreement with the county (or their authorized representative) which details the cost per deer processed, required record keeping, and guidelines for packaging, labeling and storing ground meats. *A copy of this agreement is enclosed.*
3. Agree to process deer for a price equal to or less than the maximum price approved by the county.
4. Display a poster (provided by the county or county's representative) to advertise that you are a meat processor participating in Wisconsin Deer Donation 2005.

### Accepting donated deer

5. Agree to **accept only deer registered with a silver metal tag** signifying the deer was taken outside the CWD Eradication Zone. ***Do not accept deer registered with a red metal tag.***
6. Agree to maintain a 'Hunter Deer Donation Log' which includes the name of the hunter donating the deer and pounds processed and provided to charitable organizations. *Five blank sheets are enclosed for your use. Please let the county contact person know if you need additional sheets*
7. Agree to accept deer donations only through January 3, 2006. We cannot reimburse you for processing fees for deer accepted after this date!
8. We cannot reimburse you for processing fees for deer not specifically donated to the program, including deer not picked up by hunters after processing, deer killed in vehicle-deer collisions, deer poached and subsequently confiscated by WDNR conservation wardens, deer from deer farms, and non-native species of deer.

### Processing the donated deer

9. Provide all materials and labor for processing, grinding and packaging the donated venison into 2 lb. or less packages as part of the agreed upon processing fee (the program does not provide bags to package the meat).
10. Note that for the donated deer, the tags do not have to remain with the deer carcass or venison (i.e. the donated deer are exempt from the tagging requirement under Wisconsin state statute 29.347 (2m)(a), stats.).

11. Label all packages of ground venison "VENISON, NOT FOR SALE" in letters at least 3/8" tall. Label all packages of ground venison with the NAME & ADDRESS OF THE PROCESSING FACILITY, or the LICENSE NUMBER of the processing facility. This is required by federal and state law.
12. Store all chilled venison at 41° or below; store all frozen venison at 10° or below.
13. Agree to keep all deer hides.
14. Agree to keep a "Distribution of Venison to Charitable Organizations Log", which the volunteer or charitable organization will sign each time they pick up venison from you, stating the pounds of venison received at each pick up. *Five blank sheets are enclosed for your use. Please let your county contact person know if you need additional sheets.*

### **Receiving payment for your processing costs**

15. Submit no more than 3 invoices to the county or USDA-Wildlife Services for costs of processing fees, each of which must include the following information (*One example invoice and 3 blank invoice forms are enclosed for your use*):
  - Name, address, and phone number of processor.
  - Time period covered by the invoice (i.e. month(s) during which the deer were donated—September/October, November, or December). Please submit invoices by these dates:

Start date to October 14	invoice by October 31
October 15 to November 14	invoice by November 30
November 15 to January 3	invoice by January 15
- Final invoices must be received by January 15, 2005 to be eligible for payment.**

  - The number of deer processed and pounds of venison processed.
  - The total cost for processing.
  - Hunter Deer Donation Log Sheets documenting the donation of the deer included on your invoice.
  - Distribution of Venison to Charitable Organization Log Sheets documenting pick-up of the venison you are invoicing for by the charitable organization.
16. If this is your first year in the deer donation program or you need to change your address please submit a completed W-9 form with your first invoice. The county cannot pay you unless they have a completed W-9 form on file for you. If there is no change to your information(name, address, business name, or Tax ID Number) you do not need to submit another W-9. *The county or their agent will provide you with a W-9 form.*
17. You will receive payment directly from the county or USDA-Wildlife Services within 3-8 weeks from the date of receipt of the invoice (the invoice must be accompanied by the supporting Log Sheets). **Unfortunately, the rules of the Wildlife Damage Program mean that the reimbursement process is often long—in some cases up to 8 weeks. Counties will make every attempt to approve your invoices at the first opportunity, so that your invoices can be paid as soon as possible. However, please be advised that in some cases reimbursement will take the full 8 weeks.** Many counties cannot pay an invoice until it is approved at the county board meeting. Generally these meetings are held monthly, but occasionally they are held less often.

## Reporting

18. On **November 3rd**, (just after the early Zone T season), **December 1st** (just after the 9 day gun deer season), and **January 5th** (deer donated through December 31), the county will call you for a report of the total number of donated deer that you have accepted through that date (running totals). This is very important, as it is our best means of telling the public what a great job you are doing! Please have these numbers ready when the county calls you! *We have included a summary sheet to help you keep track of the donated deer (and which ones you have billed for and received payment for).*

# Wisconsin Deer Donation 2005

## INFORMATION ABOUT HOW TO LICENSE YOUR MEAT PROCESSING FACILITY WITH THE WISCONSIN DEPARTMENT OF AGRICULTURE, TRADE, AND CONSUMER PROTECTION

To participate in Wisconsin Deer Donation 2005, your processing facility must be licensed by either the U.S. Department of Agriculture or the Wisconsin Department of Agriculture, Trade, and Consumer Protection.

**If your processing facility is already licensed** by either the U.S. Department of Agriculture or the Wisconsin Department of Agriculture, Trade, and Consumer Protection, simply indicate your license number on the agreement that you sign with the county or the county's agent.

**If your processing facility is not licensed** you should contact the U.S. Department of Agriculture or the nearest Regional Food Safety Office of the Wisconsin Department of Agriculture, Trade, and Consumer Protection (WDATCP). These are the people who will guide you through the entire licensing process:

### **Southern Regional Office**

Phone (608) 224-4661  
FAX (608) 224-4664  
Milwaukee Area (414) 266-1225  
2811 Agriculture Drive, 1st Floor  
PO Box 8911  
Madison, WI 53708-8911

### **Northwest Regional Office**

Phone (715) 839-3844  
FAX (715) 839-3867  
3610 Oakwood Hills Parkway  
Eau Claire, WI 54701-7754

### **Northeast Regional Office**

Phone (920) 448-5120  
FAX (920) 448-5124  
200 N. Jefferson, Suite 146A  
Green Bay, WI 54301

### **Central Administrative Office**

Phone (608) 224-4700  
FAX (608) 224-4710  
PO Box 8911  
2811 Agriculture Drive, 3rd Floor  
Madison, WI 53708-8911

**Requirements:** Food processing facilities must meet specific requirements pertaining to construction, lighting, equipment, sanitation, and related items. A copy of the regulations (ATCP 75) can be obtained from a Department of Food Safety Regional Office (listed above).

You can find more information at the WDATCP Division of Food Safety website at <http://www.datcp.state.wi.us/static/fsafety/>.

# Wisconsin Deer Donation 2005

## VENISON PROCESSING FACILITY AGREEMENT

Name of Processor: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Street address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Office Phone Number: \_\_\_\_\_

Other Phone Number: \_\_\_\_\_

Social Security Number or Tax Identification Number: \_\_\_\_\_

*Your SSN / TIN is required for payment, and will be used only for payment purposes (it will not be released to the public).*

Days and hours this processing facility is open to receive donations of deer:

Days: \_\_\_\_\_

Hours: \_\_\_\_\_

*The processor named above, in cooperation with the Cooperating Wildlife Damage Abatement and Claims Program (WDACP) of \_\_\_\_\_ county, and (if applicable) the county's agent, agrees to the following terms:*

1. The processor is licensed by the U.S. Department of Agriculture or the Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP). License number: \_\_\_\_\_.
2. The processor agrees to process donated deer at a cost of \$\_\_\_\_\_ per deer.
3. The processor agrees to conduct necessary record-keeping on data sheets provided with this agreement (*i.e.* Hunter Deer Donation Log, Distribution of Venison to Charitable Organization Log, Invoice for Processing Fees).
4. The processor agrees to accept \_\_\_\_\_ deer (*print* maximum number or "no maximum number identified") for processing.
5. The processor agrees to accept deer during the hours and days indicated at the top of this agreement.
6. The processor agrees to accept only deer legally harvested, field dressed, registered at a DNR registration station with a silver metal tag, and donated by January 3, 2006. No deer can be accepted for donation after this date.
7. The processing facility understands that it cannot be reimbursed for processing any deer not specifically donated to Wisconsin Deer Donation 2005, including 1) deer that are killed and processed in 2005, but are not picked up by the hunter, 2) deer killed in vehicle-deer collisions, 3) deer poached and subsequently confiscated by WDNR conservation wardens, 4) deer from deer farms, 5) non-native species of deer and 6) deer taken in the Chronic Wasting Disease Eradication Zone.
8. The processor agrees that he/she will not process any deer of questionable condition and/or that do not appear to be wholesome.
9. The processor agrees that all deer will be ground and placed in packages of less than or equal to 2 pounds
10. The processor understands that all deer packages must be labeled 'VENISON, NOT FOR SALE' in letters at least 3/8" tall and must be labeled with the NAME AND ADDRESS OF THE PROCESSING FACILITY or the LICENSE NUMBER of the processing facility. This is required by federal and state law.
11. The processor agrees not to sell any of the venison that is donated to the program. Sale of any venison is prohibited, and will be prosecuted under section 29.48, Wis. Stats., which is a crime with a penalty of not less than \$1,000 nor more than \$2,000 fine or imprisonment for not more than 6 months or both.
12. The processor agrees to contact the following charitable organization(s) or volunteer(s) when ground venison is ready to be picked up. Venison will be removed within two (2) days.

*Primary contact:*

Name of Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Office Phone Number: \_\_\_\_\_



Other Phone Number: \_\_\_\_\_

*Back up contact:*

Name of Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Office Phone Number: \_\_\_\_\_

Other Phone Number: \_\_\_\_\_

OR

☐ Primary and back-up contacts will be mailed to you by the county or the county's agent by the following date: \_\_\_\_\_

13. The processor agrees to keep a record of the number of pounds of venison picked up by each charitable organization by having the charitable organization representative fill out and sign the 'Distribution of Venison to Charitable Organization Log' each time they pick up venison from the processing facility.

14. The processor agrees to submit a total of no more than three (3) invoices for work covering periods of start date to October 14, October 15 to November 14, and November 15 to January 3, to:

Name of organization : \_\_\_\_\_

Street address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Contact Person: \_\_\_\_\_

15. All invoices must include the following information:

- Name and address of processor
- Month(s) during which the deer were donated
- The number of deer processed and/or pounds of venison processed
- The total cost for processing
- 'Hunter Deer Donation Log Sheets' documenting the donation of the deer included on the invoice
- 'Distribution of Venison to Charitable Organization Log' documenting receipt of the venison you are invoicing for by the charitable organization
- W-9 form (new processors or those with information changes submit with first invoice only)

16. All invoices must be received by the county or county's agent by January 15, 2005.

17. The processor understands that his/her company will be paid by \_\_\_\_\_ county, with funds ultimately provided by the Wisconsin Wildlife Damage Abatement and Claims Program.

18. Other conditions of this agreement: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

***This agreement will remain in effect until all deer donated to Wisconsin Deer Donation 2005 at your processing facility have been processed and picked up by the charitable organization(s) named in this agreement, with the following conditions:***

1. Your processing facility will not accept donated deer after January 3, 2006.
2. Your processing facility will ensure that your final invoice is received by the county or county's agent no later than January 15, 2006.

***The following signatories agrees to abide by all state statues and codes that regulate this activity and agree to comply with all of the terms outlined in this agreement:***

Signature of Representative of Processing Facility: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Representative of County or County's Agent: \_\_\_\_\_ Date: \_\_\_\_\_

*Note: The county or its agent will mail a signed copy of this agreement to the processor within 14 days.*



# Wisconsin Deer Donation 2005

*By participating in Wisconsin Deer Donation 2005, you are helping to manage Wisconsin's deer herd and are providing nutritious meat to needy individuals across Wisconsin.*

**To the hunter:** By printing your name below, you understand and agree that 1) you are dropping off the indicated number of deer for processing under Wisconsin Deer Donation 2005, 2) the deer have been properly field dressed and the meat is in good condition to the best of your knowledge, and 3) the deer have been registered with a silver metal tag at a Wisconsin DNR Registration Station. ***Thank you for your donation!***

## HUNTER DEER DONATION LOG

	DATE	HUNTER NAME	NUMBER OF DEER
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
TOTAL FOR THIS SHEET			

NAME OF PROCESSING FACILITY \_\_\_\_\_

Sheet \_\_\_\_ of \_\_\_\_

# Wisconsin Deer Donation 2005

## DISTRIBUTION OF PROCESSED VENISON TO CHARITABLE ORGANIZATION LOG

Name of Processor: \_\_\_\_\_

Address: \_\_\_\_\_

County: \_\_\_\_\_

Pick up date	Pantry Name	Number of pounds of venison	Signed for by (food pantry representative or volunteer):
<i>Example: 11/1/05</i>	<i>XYZ Pantry</i>	<i>200 lbs</i>	<i>John Doe</i>
<b>Total</b>			

**Thank you for participating in Wisconsin Deer Donation 2005!**

*Note: This form is to be retained by the processor until it is submitted to accompany the corresponding processor invoice.*

# Wisconsin Deer Donation 2005

## INVOICE FOR VENISON PROCESSING FEES

Date: \_\_\_\_\_  
Name of Processor: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Street address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

Social Security Number or Tax Identification Number: \_\_\_\_\_  
*Your SSN or TIN is required for payment, and will be used only for payment purposes (it will not be released to the public).*

Number of Deer	Pounds of ground venison	Unit price (Cost per deer)	Total Cost
Total Amount Requested On This Invoice:			

This is our 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> (*circle one*) invoice covering the period \_\_\_\_\_.

I certify that the above figures are correct to the best of my knowledge, and that I have attached the 'Hunter Donation Log Sheets' and 'Distribution of Venison to Charitable Organization Log Sheets' which verify the numbers of deer or pounds of venison donated that are listed above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
*Information below this line to be filled out by the county or the county's authorized representative.*

***Submit all invoices no later than January 15, 2006 to:***

Organization: \_\_\_\_\_  
ATTN: \_\_\_\_\_  
Street address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_

*You should receive payment from \_\_\_\_\_ county within 3-8 weeks of receipt of this invoice.*

# Wisconsin Deer Donation 2005

## INVOICE FOR VENISON PROCESSING FEES

Date: November 25, 2006

Name of Processor: ABC Processors

Contact Person: John Doe

Street address: 123 North Lane

City, State, Zip Code: North, WI 53700

Phone Number: 715-123-1234

Social Security Number or Tax Identification Number: 123-55-4444

*Your SSN or TIN is required for payment, and will be used only for payment purposes (it will not be released to the public).*

Number of Deer	Pounds of ground venison	Unit price (Cost per deer)	Total Cost
4	180	\$50.00	\$200.00
Total Amount Requested On This Invoice:			\$200.00

This is our 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> (circle one) invoice covering the period October 15 - November 14.

I certify that the above figures are correct to the best of my knowledge, and that I have attached the 'Hunter Donation Log Sheets' and 'Distribution of Venison to Charitable Organization Log Sheets' which verify the numbers of deer or pounds of venison donated that are listed above.

John Doe                      John Doe                      30 Nov 2005  
Signature                      Printed Name                      Date

*Information below this line to be filled out by the county or the county's authorized representative.*

**Submit all invoices no later than January 15, 2005 to:**

Organization: Ashland County Land Conservation Department

ATTN: John Doe

Street address: 123 Ashland Street, South

City, State, Zip Code: Ashland, WI 12345

*You should receive payment from Ashland county within 3-8 weeks of receipt of this invoice.*

# Wisconsin Deer Donation 2005

## PROCESSOR DONATION, BILLING, & PAYMENT LOG

Name of Processor: \_\_\_\_\_

Number of the Hunter Deer Donation Log Sheet on which deer were signed in	Dates of donations on the log sheet	Number of deer donated	Pounds of venison processed	Date invoice submitted	Amount of invoice	Date payment received
<i>Example</i>	<i>Sept 20 – Oct 28</i>	<i>20</i>	<i>800</i>	<i>5 Nov 2005</i>	<i>\$ 1000</i>	<i>20 Nov 2005</i>
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
<b>Total</b>					\$	

**Schedule of phone surveys: (Please have these totals ready when the county or their agent calls you!)**

Date	Total number of deer that you accepted for donation through this date:
October 31 <sup>st</sup>	
November 30 <sup>th</sup>	
January 3 <sup>rd</sup>	

*Thank you for participating in Wisconsin Deer Donation 2005!*

*Note: This is an optional form, to be used by the processor and retained at the processing facility. Do not submit this form with your invoices.*

# Wisconsin Deer Donation 2005

## WHO TO CALL WHEN YOU HAVE QUESTIONS

**Counties or their agents:** When you have a question, your 'point person' (that is the person you signed your agreement to participate in Wisconsin Deer Donation 2005) should be your first place to look for the answer. In some cases that will be the Wildlife Damage Abatement & Claims Program (WDACP) in your county. These people are listed below. Depending on where you are in the state, you may be talking with a county Land Conservation Department, or with the US Department of Agriculture (USDA) - Wildlife Services (either their Waupun or Rhinelander office).

County	Contact Person	Phone number	County	Contact Person	Phone number
Adams	USDA-Waupun	1-800-433-0688	Marathon	USDA-Rhineland	1-800-228-1368
Ashland	Dave Schultz	715-682-7187	Marinette	Andy Birch	715-732-7783
Barron	USDA-Rhineland	1-800-228-1368	Marquette	USDA-Waupun	1-800-433-0688
Bayfield	Dave Schultz	715-682-7187	Menominee	Not in program	
Brown	Jon Bechle	920-391-4620	Milwaukee	USDA-Waupun	1-800-433-0688
Buffalo	USDA-Waupun	1-800-433-0688	Monroe	USDA-Waupun	1-800-433-0688
Burnett	Cindy Blonk	715-349-2186	Oconto	Chad Trudell	920-834-5688, ext 8
Calumet	USDA-Waupun	1-800-433-0688	Oneida	Nancy Hollands	715-362-5941, ext 3
Chippewa	USDA-Rhineland	1-800-228-1368	Outagamie	USDA-Waupun	1-800-433-0688
Clark	USDA-Waupun	1-800-433-0688	Ozaukee	Jeff Bell	262-284-8274
Columbia	USDA-Waupun	1-800-433-0688	Pepin	USDA-Rhineland	1-800-228-1368
Crawford	Greg Cerven	608-647-5813	Pierce	USDA-Rhineland	1-800-228-1368
Dane	USDA-Waupun	1-800-433-0688	Polk	Cindy Blonk	715-349-2186
Dodge	USDA-Waupun	1-800-433-0688	Portage	USDA-Waupun	1-800-433-0688
Door	Vinnie Chomeau	920-746-2214	Price	USDA-Rhineland	1-800-228-1368
Douglas	Dave Schultz	715-682-7187	Racine	USDA-Waupun	1-800-433-0688
Dunn	USDA-Rhineland	1-800-228-1368	Richland	Greg Cerven	608-647-5813
Eau Claire	Bill Nichols	715-839-6226	Rock	USDA-Waupun	1-800-433-0688
Florence	USDA-Rhineland	1-800-228-1368	Rusk	USDA-Rhineland	1-800-228-1368
Fond du Lac	USDA-Waupun	1-800-433-0688	St. Croix	Cindy Blonk	715-349-2186
Forest	USDA-Rhineland	1-800-228-1368	Sauk	USDA-Waupun	1-800-433-0688
Grant	Greg Cerven	608-647-5813	Sawyer	Dale Olsen	715-634-6463
Green	USDA-Waupun	1-800-433-0688	Shawano	Blake Schuebel	715-526-9239
Green Lake	USDA-Waupun	1-800-433-0688	Sheboygan	Patrick Miles	920-467-5746
Iowa	USDA-Waupun	1-800-433-0688	Taylor	USDA-Rhineland	1-800-228-1368
Iron	Dave Schultz	715-682-7187	Trempealeau	USDA-Waupun	1-800-433-0688
Jackson	USDA-Waupun	1-800-433-0688	Vernon	USDA-Waupun	1-800-433-0688
Jefferson	USDA-Waupun	1-800-433-0688	Vilas	USDA-Rhineland	1-800-228-1368
Juneau	USDA-Waupun	1-800-433-0688	Walworth	USDA-Waupun	1-800-433-0688
Kenosha	Not in program		Washburn	Brad Robole	715-635-2453
Kewaunee	USDA-Waupun	1-800-433-0688	Washington	USDA-Waupun	1-800-433-0688
La Crosse	USDA-Waupun	1-800-433-0688	Waukesha	USDA-Waupun	1-800-433-0688
Lafayette	USDA-Waupun	1-800-433-0688	Waupaca	Bruce Bushweiler	715-258-6245
Langlade	USDA-Rhineland	1-800-228-1368	Waushara	USDA-Waupun	1-800-433-0688
Lincoln	USDA-Rhineland	1-800-228-1368	Winnebago	USDA-Waupun	1-800-433-0688
Manitowoc	USDA-Waupun	1-800-433-0688	Wood	Darrin Johnson	715-421-8547

**Non-profit organizations working with counties:** In some cases, your 'point person' or primary contact will be Hunt for the Hungry. You may contact them directly at: Hunt for the Hungry, Lee Dudek, Director, headquarters in Green Bay: 920-498-1522

**The Wisconsin DNR:** Finally, there is one more organization involved—the state WDACP office in the Wisconsin Department of Natural Resources. This office is located in Madison, and oversees the WDACP and Wisconsin Deer Donation program throughout the state. If you are ever unsure who to call, call us (the WDNR WDACP) at 608-267-7974 - Laurie Fike or 608-266-2151 - Bryan Woodbury and we'll help you out!

# **PROCESSORS**

**Do Not** accept deer registered with a  
**Red metal tag** into the Wisconsin  
Deer Donation 2005 program.

Only deer registered with a silver  
metal tag, signifying the deer was  
harvested outside of the CWD  
Disease Eradication Zone, are  
eligible for donation to Wisconsin's  
Deer Donation 2005 program.